WORKING DRAFT 2
Public Health Improvement Partnership
Public Health Information Technology Committee
Wednesday, January 28, 2004
9:00am – 3:30pm
Wyndham Hotel, SeaTac, WA
18118 Pacific Highway South, Phone: (206) 244-6666, Fax: (206) 248-6065
http://www.wyndham.com/hotels/SEAST/main.wnt

PUBLIC HEALTH
ALWAYS WORKING FOR A SAFER AND
HEALTHIER WASHINGTON

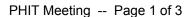Co-Chairs: Ed Dzedzy, Lincoln ; Frank Westrum, DOH

Members: Joan Brewster, DOH; Kathy Carson, Sea-King; Melanie Dalton, Kitsap; Jo Hoffman, DOH; Teresa, Jennings, DOH; Bryant Karras, UW; Sherri McDonald, Thurston; Jim Minty, Snohomish; Patrick O'Carroll, HHS-Region X; Patty Schwendenan, Sea-King; Torney Smith, Spokane; Greg Story, Chelan-Douglas; Brent Veenstra, Sea-King; Carol Villers, NE Tri; Jim O. White, DOH. (Strikeout = member absent from meeting).

Staff: Marie Flake, DOH

AGENDA			
Time	**Topic**	**Presenter / Facilitator**	**Description**
9:00	Welcome & Introductions	Ed Dzedzy / Frank Westrum	
9:10	Updates Electronic Death Registration Documentation System Development for Personal Health Services WEDSS • CDRS • PHIMS • ELR,WA Secures, PODRS	 Teresa Jennings Kathy, Torney, Carol WEDSS Staff	Update on process, progress to date, key issues for the PHIT Committee to be aware of.
10:00	IT Assessment	Frank	Discussion regarding the data and where to go from here.
10:30	Web Conferencing	Margaret Shield, UW/NWC	Description of effort at UW/NWC to acquire, use, and make available to the five state NW region, a web conferencing system.
11:00	Learning Management System	Janice Taylor	Learning Session – What is an LMS? What is its potential and how might public health in WA use it? What are the key elements? Who in WA is involved – PHIP WFD, PHEP&R Focus Area G, others… What is the process for moving forward? Is here a role for PHIT?
12:00	WORKING LUNCH –	All	Committee members to bring samples of technology they (or their agency) have

	Technology Show and Tell		experience using and briefly share how it is being used and the strengths and weakness of the specific technology. We will share by category: • PDAs and other handheld devices (i.e. Palm, Blackberry, Tablets, etc.) • Computer based / visual (i.e. text, video streaming, web casts, etc.) • Phone based / audio (i.e. cell phone, satellite phone, audio conferencing, "hold" messaging, etc. Please come prepared to participate in the sharing and discussion and feel free to bring copies of any succinct printed information (i.e. service areas, costs, minimum requirements, etc.)
1:15	E-commerce	Ed, All	Sharing & Discussion
1:30	Digital Certificates & Data Access Stewards	Frank, WEDSS Staff, All	Sharing – Current thinking and technology regarding use of digital certificates. Discussion – How to track who has digital certificates and access to specific data sets.
2:00	Minimum Requirements (standing agenda item): Security	Cliff Schiller	Presentation and Discussion – New Tool for Blocking Spam
2:15	Communicating between DOH and LHJ IT staff	Ed, Frank, All	Discussion – how could/should we share information like the previous agenda item so each agency doesn't have to reinvent the wheel and research every issues / tool themselves? Listserv? PHIT web site? Other?
2:30	IT Summit	Ed, Frank, All	Brainstorming & Discussion to advise co-chairs and the subcommittee. Purpose – what do we want to accomplish in a summit? Dialogue, policy discussion, coordination and planning, training, other….? Who should attend in order to achieve the purpose? DOH and LHJ IT staff, administrators, decision makers, emergency preparedness staff, trainers….? How to achieve the purpose? Presentations by outside speakers, demonstrations of technology, small groups discussing scenarios and identifying issues that need work, other….? Timeline? Next steps? Subcommittee Volunteers: Kathy Carson, Melanie Dalton, Mike Davisson, Brent Veenstra, Carol Villers.
3:15	Wrap-up and Agenda Items for April meeting	Ed, Frank, All	April Agenda – Electronic communication tools (WA Secures, Catalyst, others…)
3:30	Adjourn		

PHIT Communication Tools: http://www.doh.wa.gov/pip/InfoTech/default.htm
Future Meeting Dates: 2004: January 28, April 28, July 28, October 27
Routine Meeting Date/Time: Quarterly – 1st Month of the Quarter; 4th Wednesday of the Month.
Routine Meeting Place: Wyndham Hotel, SeaTac, WA